CERRITOS COLLEGE
11110 ALONDRA BLVD
NORWALK, CA  90650-6298

Cerritos College employs only individuals lawfully authorized to work in the United States. Cerritos College does not provide sponsorship for changes in immigration status for the purpose of employment in the United States. Offers of employment are contingent upon presentation of documents verifying the appointee’s identity and eligibility to work and completion of the required I-9 Form in accordance with the provisions of the Immigration Reform and Control Act of 1986 (Public Law 99-603).

PHYsICAL EDUCATION INSTRUCTOR/ TRACK AND CROSS COUNTRY HEAD COACH

APPLICATION DEADLINE
This position is open until filled, but the priority date for receipt of application materials to be considered in the initial selection committee review is 4:30 PM on JANUARY 30, 2012. The position may close for consideration of application materials on the above priority date or any time thereafter, and interested persons are encouraged to submit their application and supporting materials so that they are received not later than 4:30 PM on JANUARY 30, 2012. It is the applicant’s responsibility to ensure that all application materials are received. Applicants who need special services or facilities due to disability in order to apply or interview for this position must notify Human Resources at least 72 hours prior to the priority closing date or the date (s) of interview.

SELECTION PROCEDURE
Following the closing date, application materials will be evaluated by a selection committee. Candidates selected for further consideration will be limited to those applicants in the competitive group who best meet the qualifications for the position. The selection committee will conduct interviews, including a teaching demonstration, and finalists will be recommended for further consideration by the President-Superintendent for final selection and recommendation for employment. The selection process may also include practical exercises (i.e., written, technical, manipulative, or simulation exercises) to evaluate candidates’ qualifications.

For application/additional information:
Telephone:  (562) 860-2451 x2284
Web Site:  http://www.cerritos.edu
Human Resources Hours:
8:00 AM - 4:30 PM (Monday through Friday)

Equal Opportunity Employer

12/1211
The District is strongly committed to achieving staff diversity and the principles of equal opportunity employment. The District encourages a diverse pool of applicants and the District shall provide equal employment opportunities to all applicants and employees without regard to national origin, religion, age, sex or gender, race, color, medical condition, ancestry, sexual orientation, marital status, Vietnam-era veteran status, physical or mental disability, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics. In fact, the college encourages applications from all segments of qualified people.

PROFILE
The Division of Health, Physical Education, Dance, and Athletics is designed to give students the knowledge necessary to develop lifestyles that will lengthen and enhance the quality of their lives. We are proud of the quality of programs within the division. Recently our new Dance Department was formed to keep up with increased interest in this area. Our two certificate programs, the Fitness Specialist and the Athletic Trainers Aid are now well established and meeting the needs of our students. We offer a full complement of health and physical education classes as well.

The selected candidate will teach courses in the Division and take over one of the most successful men’s and women’s track and cross country programs in California Community Colleges. The women’s track team has won three state championships in the past six years. Men’s and women’s cross country and men’s track also finish consistently high in conference and state competition.

The Cerritos College Stadium is well suited for championship track and field events. It has a seating capacity of about 12,000 and includes a MONDO track with multiple javelin, discus, hammer, and shot put areas directly adjacent to the track. Within the stadium there are also multiple jump and pole vault runways and an additional shot put ring as well. This set up has allowed the college to host numerous championship track and field events, including CIF Southern California and State Championships as well as high school conference and university meets. This spring the college will host the California Community College Athletic Association State Championship meet for the second time in the past five years.

DUTIES & RESPONSIBILITIES
A description of faculty duties and responsibilities may be found in Board Policy and Administrative Procedure 4005. (www.cerritos.edu/board)

QUALIFICATIONS
Required:
- Master’s in physical education, exercise science, education with an emphasis in physical education, kinesiology, physiology of exercise, or adaptive physical education, OR Bachelor’s in any of the above AND Master’s in any life science, dance, physiology, health education, recreation administration, or physical therapy OR the equivalent. (All qualifying educational degrees/training must be from accredited colleges and/or universities.)
- Understanding, sensitivity, and commitment to meeting the needs of the diverse academic, socioeconomic, cultural, disability, and ethnic background of the student/community population.

SALARY/FRINGE BENEFITS
- Salary is commensurate with education and experience. Salary rate is: $53,072.00-$81,494.00/annual. Salary schedule is available upon request. The coaching stipend is $15,400. Summer session and overload may be available for additional pay.
- Health and welfare benefits include District contribution for medical/dental/vision benefits and employee life insurance ($50,000). (Cash-in-lieu option available on medical insurance.)
- Participation in the State Teachers’ Retirement System.

CONDITIONS OF EMPLOYMENT
- Contract will be for 10 school months for the academic year beginning Fall Semester 2012.
- Participation in a pre-service orientation and/or probationary in-service training is required.
- Individuals who are offered employment shall be required to obtain fingerprints for a criminal history clearance through the State Department of Justice and remit the required fee for processing the fingerprints, submit official transcripts, produce an original social security card, and submit negative TB test results (must be within the past four years) before they are hired.

APPLICATION PROCEDURE
Interested applicants must submit:
- Letter of application indicating how you meet each of the required qualifications for this position to include, but not be limited to, information on the following:
  - Contributions to the profession
  - Related experience/accomplishments
  - Professional/personal development (Workshops, Diversity Sensitivity Training, etc.)
- Completed District application form.
- Résumé of educational background and experience.
- Copies of all transcript(s) (need not be official) verifying all educational degree(s) and/or coursework required for the position. A foreign transcript must be evaluated by a NACES Certified agency. The website is www.naces.org.
- The names, phone numbers, and e-mail addresses of three work references to include at least one supervisor

ALL ABOVE MATERIALS ARE TO BE SUBMITTED TO THE FOLLOWING ADDRESS:

HUMAN RESOURCES
CERRITOS COLLEGE
11110 ALONDRA BLVD
NORWALK, CA  90650